

## oregon

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## City of Veneta Public Comment Process During COVID-19 Emergency Declaration

For anyone wishing to provide public comment, we are asking you to use the sign-up sheet that has been provided. Interested persons will be recognized in the order in which their names appear on the sign-up sheet. When called upon to speak, you must be recognized by the Mayor, and you must state your name and address for the public record.

Given the number of people that may be present, we ask that each speaker limit themselves to no more than three (3) minutes and all speakers will be timed. You will be informed when your allotted time has expired. All speakers exceeding the time limit will be asked by the Mayor to immediately conclude his or her remarks. If you do not finish your comments, be sure to provide a copy of your statement to City staff. Written comments may also be offered and will be provided to the Council. If you would like to email your comments, please use the email address highlighted at the top of the meeting agenda.

In order to minimize repetitive comments, speakers are encouraged to have only one person speak for the group, with other speakers providing their name and address and a statement in support. Each person may provide public comment only once.

Thank you for your cooperation.

Matt Michel, City Administrator